

**MINUTES OF THE 2018-2019 BOARD OF DIRECTORS MEETING**

**Calgary Rotary Challenger Park Society**

**Nov. 20, 2019**

**Present:** Sheila M., Toby O-F, Earl H., Jim Z., Kwabena O-K, and Norm D., Brian G. & Matt N-B (via teleconference)

**Regrets:**

**Absent:** Brian K.

**Guests:**

**1.0 Call to Order – Toby O-F** called the meeting to order at 11:34am.

**2.0 Introduction of Guests / Communication to Board (if any)**

**Consent Agenda – Handouts:** *Sept. 25<sup>th</sup>, 2019 Minutes, Cash Position Summary, Strat. Plan Update/Annual Business Plan, 3 Q. Monitoring Rpt., and DRAFT 2020 KPI's*

**MOTION:** Moved by Earl H. and **seconded** by Kwabena O.K that the consent agenda be accepted as circulated. **MOTION CARRIED**

**3.0 Approval of Main Agenda**

**MOTION:** Moved by Kwabena O.K and **seconded** by Sheila M. that the agenda be accepted as circulated. **MOTION CARRIED**

**4.0 Business Arising From Previous Minutes – TOF**

Nothing, than what is on the agenda, was brought forward.

**5.0 Board Business**

**5.1 Budget 2020 & Draft 2020 KPIs – TOF/IJZ** (*Handouts: Budget 2020/DRAFT 2020 KPIs*)

**MOTION:** Moved by Earl H. and **seconded** by Sheila M. that the 2020 Operating and Capital budget be approved as presented. **MOTION CARRIED**

Prior to the motion being voted on, Jim reviewed the budget package as circulated and answered any questions that were raised. He also noted that the DRAFT KPI's report for 2020, will be updated and will come forwarded to the January meeting for approval.

**5.2 Other Business – TOF**

**5.2.1 3<sup>rd</sup> Q. Internal F/S – JZ** (*Handouts: 3<sup>rd</sup> Q. Internal F/S – 2019*)

**MOTION:** Moved by Sheila M. and **seconded** by Kwabena O.K that the Internal 3<sup>rd</sup> Q. Internal F/S be approved as circulated. **MOTION CARRIED**

Prior to the motion being voted on, Jim reviewed the results to the end of Sept. and also reviewed our performance to date and answered any questions that came forward.

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### 5.2.2 Reinvesting \$500,000 GIC – TOF/JZ

After discussion, it was agreed we should query both Mawer and RBC Dominion Securities to request what they would be able to offer, in the context of a renewal option, keeping in mind we want to preserve the capital, have flexibility and be able to liquidate the investment on short notice. **ACTION: Jim Z.**

Toby, Matt and Kwabena (and Jim) will review options and make a recommendation to the rest of the Board. A decision should be made by Dec. 18.

### 5.2.3 Board Policy Review Process – TOF (*Handouts: Policy Review Timeline*)

Toby reviewed the process/timeline that the EC could follow and its impact on future Board agenda. The Board supported this proposal.

**NOTE: Executive Cmmt.** will meet at the Park on January 14 (1:00 pm to 3:00 pm) to complete the first part of the process, so a recommendation can be made to the January 22<sup>nd</sup>, 2020 Board Meeting

**ACTION: Jim** to circulate this material to the EC, by no later than January 7, 2020.

### 5.2.4 Board Succession Planning – SM

Sheila reviewed the results/recommendations coming from the Nomination Cmmt. and will keep the Cmmt. and Board informed as we recruit to replace the 2 Directors that will be departing the Board, at next May's AGM.

The areas we are looking to recruit from are: Accounting profession and/or a Rotarian. We will want to have the candidates being nominated, recommended to the Board at its' April 2020 meeting.

**ACTION: Sheila** will circulate to the Board the revised Succession Planning report.

### 5.2.5 Land Update – JZ

Jim just reviewed the work of our Realtors to date ... and other than the activity report that Cushman Wakefield provided (that Jim circulated to the Board), a National Car dealership has expressed some interest.

Jim is also working with the Airport Authority to deal with the pipeline that does go through the parcel, in the context of either having it abandoned or removed. As well we will ask our Realtors to do a presentation at the April meeting.

### 5.2.6 Christmas Social – TOF/JZ

Jim confirmed that we have had 74 people RSVP.

**ACTION: Jim** to send Toby draft outline for the evening, by this Friday.

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**6.0 EVENT REMINDERS/UPDATE – TT/JZ:**

May 20, 2020 – AGM

June 20, 2020 – Family Day

Aug. 26<sup>th</sup>, 2020 Golf Tourney

Jan. 3 & 4, 2020 - Next Casino

**7.0 Adjournment                      Moved by Earl H. at 12:43 pm**

**NEXT REGULARLY SCHEDULED MEETING:**

**Jan. 22, 2022 (11:30 am at the Park)**

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Toby Oswald-Felker Meeting Chair

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Recording Secretary